

TRANSMITTAL # 3

MEMORANDUM

October 5, 2011

TO: Workforce Development Council

FROM: Roger B. Madsen, Director

SUBJECT: WIA Youth Service Design

ACTION REQUESTED: Establish a Subcommittee to Review Youth Service Design

BACKGROUND:

WIA regulations require that the Workforce Development Council review program design and procurement options for WIA Youth Program services on a regular basis. In 2008, the Council established a subcommittee which completed a program review and procurement process and awarded contracts for PY2009 through PY2011.

Staff Recommendation:

Since the awarded contracts will expire June 30, 2012, staff recommend establishment of a subcommittee to once again review Youth Program service design options and provide recommendations to the Workforce Development Council.

Those appointed to the subcommittee should recognize that development of design policies and possibly managing a procurement process will require intensive participation, approximately four to six meetings during November through March, to complete the required processes within the necessary time frames for PY'2012.

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